

Job Opportunity

December 12, 2006

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it's not just
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it's a career!

**DUTY STATEMENT
CLICK HERE!**

Please refer to
CDA8 #0607-720-001
on your application.

**Applications will be
accepted until FILLED.**

**All applications will be
screened and only the
most qualified will be
interviewed**

E-mail your application
and resume to:
careers@aging.ca.gov
or

for more information go
online to:

**[http://www.aging.ca.gov/
html/jobs/
career_opportunities.html](http://www.aging.ca.gov/html/jobs/career_opportunities.html)**
or

mail your information to the
address below:

**CALIFORNIA DEPARTMENT
OF AGING
HUMAN RESOURCES**

1300 National Drive,
Ste 200
Sacramento, CA 95834
TDD 1-800-735-2929

(916) 419-7525
(916) 928-2269



**APPLY NOW
CLICK HERE!**

Aging Programs Analyst II

Permanent Full-Time Position

Salary: \$4,133.00 - \$5,168.00

Make a difference! Join the CDA Team working with programs that serve older Californians, family caregivers and adults with disabilities.

The Multipurpose Senior Services Program Branch oversees a comprehensive case management program to assist frail elderly persons to remain at home under a federal Medicaid Home- and Community-Based Services Waiver.

PROGRAM: Under the general direction of the Branch Chief (SSM II) and operational direction from the Section Chief (SSM I) the Aging Programs Analyst II (APA II) performs a variety of functions intended to carry out the mission of the California Department of Aging and to provide leadership to the Multipurpose Senior Services Program (MSSP) sites.

DUTIES INCLUDE BUT ARE NOT LIMITED TO:

- Policy, Procedures, and Regulations (Responsibility for development, review, and implementation of program requirements.): Develop, record, and disseminate standards, policies, and guideline for federal Medicaid Home and Community-Based, Long-Term Care Services Waiver and, to promote consistent levels of performance and to respond to new legal mandates.
- Technical Assistance (Responsibility for providing assigned MSSP sites with program consultation and Technical Assistance/resources.)
- Contract Administration (Responsibility for implementation of terms and conditions of site contracts to ensure contractual terms and program objectives are met.)
- Training (Responsibility for providing training to MSSP site staff and cross training to members of the MSSP team.)
- Assessment and Compliance (Responsibility for conducting monitoring activities of assigned sites through desk, administrative and utilization reviews to ensure the adequacy/quality of service provided.)
- Moderate travel as necessary up to 20%.

WHO MAY APPLY:

Applicants currently at the Aging Programs Analyst II level or who have eligibility for appointment or transfer to this classification. Priority consideration will be given to employees currently on a SROA list or employed by a department which has been declared by DPA to have surplus employees.

The California Department of Aging is committed to providing equal opportunity to all regardless of race, color, creed, national origins, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

